

FINANCE & ADMINISTRATION COMMITTEE MEETING

Wednesday June 7th, 2017

MINUTES

Hampden Town Office

Attending:

*Councilor Stephen Wilde, Chair
Mayor David Ryder
Councilor Dennis Marble
Councilor Terry McAvoy
Councilor Mark Cormier*

*Councilor Greg Sirois
Town Manager Angus Jennings
Rec Director Shelley Abbott
Rec Comm. member James Dyer*

Chairman Wilde called the meeting to order at 6:00 p.m.

1. Meeting Minutes

- a. May 15th, 2017** – *The draft minutes were unavailable so this item was tabled.*

2. Review & Sign Warrants – *Warrants were reviewed and signed.*

3. Old Business – *None.*

4. New Business

- a. Clarification of error in reporting school and budget trends at the May 1st budget presentation** – *Manager Jennings reported on recent correspondence with the School Board Finance Committee Chairman Rob Frank. A slide included in the Manager's May 1 budget presentation included an error regarding the percentage increase in Town and RSU-22 local costs from FY09-FY17; the percentage reported covered FY09-FY16 but had not been correctly updated. The slide created a perception that the Town budget (which did increase from FY16 to FY17) had not increased as significantly as it had. The corrected slide was included in tonight's meeting packet and, on the day the error was discovered, was posted to the Town website along with a note describing the error. Manager Jennings reported that he had apologized to the School Board through Chairman Frank and regretted the inadvertent error.*

- b. Proposed FY17 Budget Amendment to Sewer Revenues and Overlay in order to properly credit FY17 sewer amounts paid toward General Fund interfund transfer deficit** – *Manager Jennings summarized his memo in the meeting packet. There was a motion by Councilor Marble seconded by Councilor McAvoy to recommend to Council an amendment to the FY17 Budget in order to reduce projected Sewer revenues by \$100,000 and to reduce projected Overlay by \$100,000. Manager Jennings explained that he had conferred with the Auditor and that this change was recommended to ensure that the \$100,000 that would be paid from Sewer to General Fund in FY17 would be properly credited as a reduction in the interfund balance deficit. The motion passed 6-0.*
- c. Review of the proposed FY18 budget and referral to Council to set Public Hearing on June 19th, 2017** – *There was a motion and a second to refer the proposed FY18 Budget to public hearing to be held on Monday, June 19 at 7 PM. The motion passed 6-0.*
- d. Review of the tentative election timeline for the November 7th, 2017 Municipal Election and potential Bond Referendum** – *The Committee discussed whether there would be a need to seek voter authorization of borrowing for any pending capital needs. The costs of sewer replacement at the Grist Mill Bridge, when it is reconstructed by MDOT, were discussed. The costs to reconstruct Schoolhouse Lane, which have not been budgeted in prior or current years' reserve budgets, were also discussed. It was agreed that this issue would be discussed at the June 26 meeting of the Infrastructure Committee.*
- e. Review of Committee priorities for FY18** – *The Committee reviewed the draft matrix of priorities included in the meeting packet and provided direction to the Manager regarding certain revisions.*
- f. Establishment of the summer schedule for Council and Committee meetings** – *The first regularly scheduled Finance and Council meetings in July would normally be held on Monday, July 3rd. The Council agreed that, due to that being a normal time for vacations, the July 3rd meetings would be cancelled and that only one meeting of the Finance Committee and Council would take place in July, on Monday July 17th.*
- g. Discussion on the June 8th District Budget Meeting to be held at Hampden Academy at 7:00 p.m.** – *Committee members discussed the proposed School Budget and several members expressed their intent to attend the meeting. Manager Jennings advised that it may not be feasible to amend Article 20 from the floor due to procedural*

restrictions on what can be amended. The Committee agreed that it would be important to convey its position that if additional State Aid to Education is received it should be used to offset local property taxes.

5. Public Comment – None.

6. Committee Member Comments – None.

7. Adjournment

There being no further business, the meeting was adjourned at 7:00 p.m. and it was announced that there would be a brief recess prior to the start of the Town Council meeting.

Respectfully submitted –
Angus Jennings, Town Manager